



**City of Takoma Park, Maryland
Nominating Caucus
Tuesday, October 2, 2007
Auditorium**

Takoma Park Community Center – Sam Abbott Citizens' Center

Citizens planning to nominate a candidate or second their nomination, or to make a motion or vote on a motion, must confirm their registered voter status at the "Check-In Desk" that will open at 7:00 p.m. A confirmation slip will be used to verify that a citizen has confirmed their registration and is eligible to participate in the Nominating Caucus.

Please Note: In accordance with Takoma Park Charter Sec. 604(b), nominations for Mayor or Councilmember require at least one nomination and one second.

AGENDA

- 1. Call to Order (7:30 p.m.)**
- 2. Statement of Purpose and Order of Procedure**
- 3. Selection of Secretary for the Meeting**
- 4. Announcement of the Order of Nominations**
- 5. Nomination of Candidates for the Office of Mayor**
- 6. Nomination of Candidates for Councilmember in the Following Order:
Ward 2, Ward 5, Ward 6, Ward 3, Ward 1, Ward 4.**
- 7. Special Announcements**
- 8. Adjournment**

OCTOBER 2, 2007 - NOMINATING CAUCUS

NOTES TO PARTICIPANTS

In order to expedite the meeting, please observe the following:

- 1. Arrive early enough to check your registered voter status at the "check-in-desk" that will open at 7:00 p.m. You will be asked to state your name, address, and month and day of birth.**
- 2. If you are nominating or seconding the nomination of a candidate for Mayor, you must be a registered voter at an address in the City of Takoma Park.**
- 3. If you are nominating or seconding the nomination of a candidate for Councilmember, you must be a registered voter at an address in his or her ward.**
- 4. You will be presented a confirmation slip as verification that you have pre-checked your registration and are eligible to participate in the caucus as a nominator or seconder.**
- 5. When you approach the microphone, present your confirmation slip to the Caucus Secretary.**
- 6. Use the microphone when you speak. The Caucus Secretary and City Clerk must have your full name and address for the record.**
- 7. Please limit your remarks to three (3) minutes.**
- 8. Participation is limited to voters of the city, and in the case of council nominations, to voters of the ward from which the councilmember is nominated.**